

Message

From: Troche, Luis [Troche.Luis@epa.gov]
Sent: 3/28/2018 1:58:40 PM
To: Kasman, Mark [Kasman.Mark@epa.gov]; Nishida, Jane [Nishida.Jane@epa.gov]
CC: Almodovar, Lisa [Almodovar.Lisa@epa.gov]; Stewart, Lakita [Stewart.Lakita@epa.gov]
Subject: Fw: Briefer for Meeting with Jane tomorrow & Sarah Friday
Attachments: AO Brief Nishida paper 30 March.docx; 1.3 Council Session run of show 23 March.docx; 1.4 Council Session asset and decisions list 23 March.docx; 1.5 Council Session Outreach-press opportunities 23 March.docx; 1.6 Council Session EPA funded events 23 March.docx

Mark/Jane--

These are the materials for the briefing with Sarah on Friday. I gave Mark and Lisa a hard copy and Lakita put copies in Jane's book on Monday night.

Printed documents are 8 pages double sided (thin stack) and include:

AO Brief Nishida paper-- this is an agenda and check list of items we would like answers on. For Jane, Luis, Mark only as a checklist & guide

1.3 Council Session Run of Show (This is the key document -- reviewed by Jane and Luis last friday)

1.4 Logistics, Assets, Venues, Decisions Inventory

1.5 Opportunities for Outreach/Social Media/Press

1.6 Status & cost Estimate of EPA-funded venues/events

Please let me know if you have questions. I am off on Friday but coming in for the meeting before leaving town.

Luis Troche

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From: Troche, Luis
Sent: Monday, March 26, 2018 3:36 PM
To: Stewart, Lakita
Cc: Kasman, Mark; Revilla, Belen; Almodovar, Lisa
Subject: FW: Briefer for Meeting with Jane tomorrow & Sarah Friday

Lakita/Belen—this is for the CEC prebrief tomorrow. It now includes the AO briefing memo. The file names give you the order of the papers. Belen, you would need to print everything for Mark. Lakita, papers: 1.3-1.6 are the same I gave you on Friday. The only new paper to put on top is the briefing memo.

Thanks..

Luis Troche

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From: Troche, Luis

Sent: Monday, March 26, 2018 2:27 PM

To: Kasman, Mark <Kasman.Mark@epa.gov>

Cc: Almodovar, Lisa <Almodovar.Lisa@epa.gov>; Hong, Nadtya <Hong.Nadtya@epa.gov>

Subject: Briefer for Meeting with Jane tomorrow & Sarah Friday

Mark-

Attached—simple briefer for Jane and attachments: Council Program, Assets, Press, Contracts/venues. Please let me know if you have comments. I'll give to Lakita by 4 PM.